



**Policy:** CB  
**Subject:** Superintendent & CEO

---

**Policy:**

The Red River Valley School Division Board of Trustees shall employ a Superintendent & Chief Executive Officer for the management and administration of the School Division.

**Protocol:**

All Board authority is delegated through the Superintendent & CEO, so that the authority and accountability of staff derives from the authority and accountability of the Superintendent & CEO. The Superintendent & CEO is responsible for the implementation of policies and protocols established by the Board.

The Superintendent & CEO shall have the power and discretion to act should a circumstance arise where immediate action is necessary within the Division and no direction is provided in the Policy Manual. It will be the duty of the Superintendent & CEO to inform the Board at the next regularly scheduled board meeting of the action taken and of the possible need for policy.

In the event that any vacancy occurs in the office of the Superintendent & CEO, the Board shall promptly fill the vacancy. The vacancy may be filled by appointment of an acting Superintendent & CEO until a suitable candidate be found.

The Superintendent & CEO will not be a member of the Board.

The interview committee for the Superintendent & CEO will consist of:

- All Red River Valley School Division Trustees

**Procedure:**

After notification of a future vacancy in the position of Superintendent & CEO, the Board of Trustees may hire a recruitment firm. The Board will meet with the firm to formalize the recruiting process.

The board will solicit feedback from Senior Administration and Principals on the characteristics that should be considered in the hiring of the new Superintendent & CEO.